



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
OFFICE OF THE COMMANDING GENERAL
UNIT 29351
APO AE 09014-9351

AEAGA-CE

26 November 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Leave for Spouses of Personnel on Rest and Recuperation and Block Leave

This memorandum expires in 2 years.

1. Reference memorandum, HQ USAREUR/7A, AEAGA, 15 September 2003, subject: Support to Personnel on Rest and Recuperation (R&R) Leave.
2. Soldiers and civilian employees who are in the European theater for rest and recuperation (R&R) and block leave will be given the maximum amount of family time possible. Spouses of personnel returning for leave will need time off to participate in leave activities. A liberal leave policy is in effect for civilian employees whose spouses are returning for R&R and block leave.
3. Managers will approve requests for accrued annual leave or leave without pay during R&R and block leave periods unless this would adversely affect the mission. Where possible, managers will look for alternate ways to accomplish the mission to allow spouses time off. In cases where several employees have spouses returning for R&R or block leave at the same time, managers must ensure that leave is granted fairly and equitably.
4. Commanders and managers must balance the requirements of critical missions with an understanding of the needs of Soldiers, civilian employees, and family members. R&R and block leave are opportunities to recognize the sacrifices made by deployed Soldiers and civilian employees and their families. Commanders and managers at every level will ensure this policy is applied in a fair and equitable manner to provide the best possible support to deployed personnel and their families.

B. B. BELL
General, USA
Commanding

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